

PART I
DEPARTMENT STRUCTURE AND PROCEDURES

CHAPTER 1
ORGANIZATION

261—1.1(15) Mission. The department of economic development was created by 1986 Iowa Acts, chapter 1245, effective July 1, 1986. The authority delegated to the department had previously been delegated to the Iowa development commission and the office for planning and programming. The mission of the Iowa department of economic development is to enhance the economic development of the state and provide for job creation and increased prosperity and opportunities for the citizens of the state by providing direct financial and technical assistance and training to businesses and individuals and by coordinating other state, local and federal economic development programs. The department's primary responsibilities are in the areas of finance, marketing, local government and service coordination, exporting, tourism, job training and entrepreneurial assistance, and small business.

261—1.2(15) Definitions. As used in these rules, unless the context otherwise requires:

"Board" or "*IDED board*" means the Iowa economic development board created by Iowa Code chapter 15.

"Department" or "*IDED*" means the Iowa department of economic development authorized by Iowa Code chapter 15.

"Director" means the director of the department of economic development or the director's designee.

261—1.3(15) Department of economic development board.

1.3(1) Composition. The board consists of 11 voting members appointed by the governor and 7 ex officio nonvoting members. The ex officio nonvoting members are 4 legislative members, one president, or the president's designee, of the University of Northern Iowa, University of Iowa, or Iowa State University of Science and Technology designated by the state board of regents on a rotating basis, and one president, or the president's designee, of a private college or university appointed by the Iowa association of independent colleges and universities, and one superintendent, or the superintendent's designee, of a merged area school, appointed by the Iowa association of community college presidents.

1.3(2) Meetings. The board shall meet in May of each year for the purpose of electing one of its voting members as chairperson and one of its voting members as vice chairperson. The chairperson and the vice chairperson shall not be from the same political party. The board shall meet at the call of the chairperson or when any six members of the board file a written request with the chairperson for a meeting. Written notice of the time and place of each meeting shall be given to each member of the board. A majority of the voting members constitutes a quorum.

1.3(3) Duties. The board shall perform the duties as outlined in Iowa Code section 15.104, and other functions as necessary and proper to carry out its responsibilities.

261—1.4(15) Department structure.

1.4(1) General. The department's organizational structure consists of the director, deputy director, and five administrative divisions.

1.4(2) Director. The department of economic development is administered by a director appointed by the governor, who serves at the pleasure of the governor, and is subject to confirmation by the senate. The director is the chief administrative officer of the department and in that capacity administers the programs and services of the department in compliance with applicable federal and state laws and regulations. The duties of the director include preparing a budget subject to board approval, establishing an internal administrative structure and employing personnel, reviewing and submitting to the board legislative proposals, recommending rules to the board, reporting to the board on grants and contracts awarded by the department, and other actions to administer and direct the programs of the department.

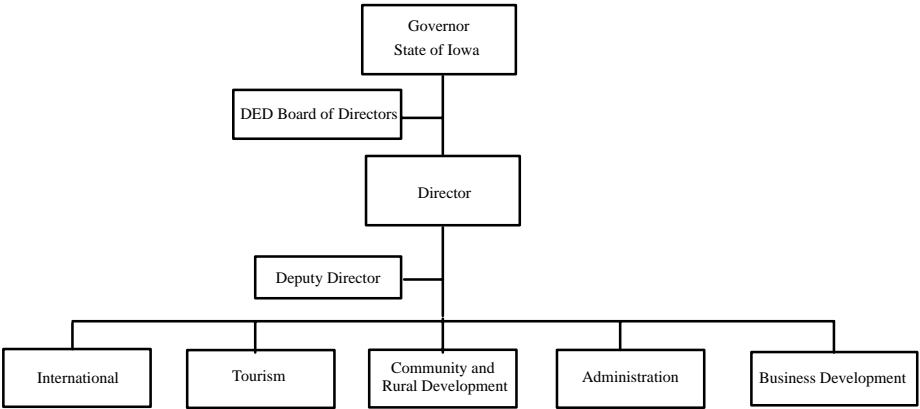
The administrators of the five divisions and the deputy director report to the director.

1.4(3) Deputy director. The deputy director, appointed by the director, directs and administers the department in the director's absence. The deputy director also serves as the division administrator for the division of administration.

1.4(4) Divisions. The director has established the following administrative divisions within the department in order to most efficiently and effectively carry out the department's responsibilities:

1. Division of administration;
2. Division of business development;
3. Division for community and rural development;
4. Division of tourism; and
5. International division.

1.4(5) Table of organization.



1.4(6) Attachment for administrative purposes. The following entities are attached to the Iowa department of economic development for organizational and administrative purposes only: Iowa finance authority and the city development board. These organizations possess rule-making authority independent of the Iowa department of economic development and their administrative rules are located elsewhere in the Iowa Administrative Code.

261—1.5(15) Information. The general public may obtain information about the department of economic development by contacting the Department of Economic Development, 200 East Grand Avenue, Des Moines, Iowa 50309; (515)242-4700.

These rules are intended to implement Iowa Code chapter 15 and section 17A.3.

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CHAPTER 2 PETITION FOR RULE MAKING

Renumbered 261—Ch 102, IAB 7/19/95

CHAPTER 3 PETITION FOR DECLARATORY RULING

Renumbered 261—Ch 103, IAB 7/19/95